

ALABAMA PUBLIC SERVICE COMMISSION P.O. BOX 304260 MONTGOMERY, ALABAMA 36130-4260

December 30, 2009

LUCY BAXLEY, PRESIDENT JAN COOK, ASSOCIATE COMMISSIONER SUSAN D. PARKER, PhD, ASSOCIATE COMMISSIONER

WALTER L. THOMAS, JR. SECRETARY

MEMORANDUM

TO:

Commissioner Lucy Baxley

Commissioner Jan Cook

Commissioner Susan D. Parker

THRU:

Judy McLean, Director

Advisory Division

FROM:

Aquilla Spivey, Manager & Consumer Services

SUBJECT:

Monthly Commission Meeting

The following items will be presented to the Commission during the regular monthly meeting to be held on Tuesday January 5, 2010:

> Monthly Activity Report of complaints, inquiries, meetings and field investigations.

Alabama Public Service Commission

Consumer Service Section

Report Date: 12/30/2009

Monthly Activity Report Between 12/1/2009 And 12/31/2009

	Needs Service	High Bills	Deposit	Service Problems	Payment Arrangemen	Denied Toll	Slamming		Billing Problems	Non-Pay Disconnect	900/Pay Per Call	No Jurisdiction	Other	Inquiries	Total
Utility Company Code	_				t									-	
Alabama Power	1	5		3	ļ				9			1	3	40	62
Alagasco				ļ					3					9	12
Ardmore		<u> </u>													
AT & T Southeast	1	ļ	ļ	32	-			2	19			5	2	20	81
Castleberry		<u> </u>													
CenturyTel				1	ļ			1	3	ļ					5
Deltacom									1						1
Farmers						_									
Florala															
Frontier														1	1
Graceba															
Gulf															
Hayneville									·						
Knology of Valley							-								
MCI									1						1
Millry															
Mobile Gas Service									1					2	3
Mon-Cre															
Moundville															
National															
New Hope							,								<u> </u>
OTELCO				-											
Pine Belt												1			
Ragiand															
Roanoke						-						1			1
Sprint		<u> </u>											-		
TDS Telecom													7.8	<u> </u>	
Union Springs			-		1										
Windstream	-				 										
Water Companies	1														
Local Resellers	+			3	1		2		1			1		2	9
Miscellaneous Inquiries					<u> </u>			-				 		-	378
Misc Jurisdiction	-	-		3	1		1	6	3					3	16
900/Pay Per Call	-			-				ļ						3	10
No Jurisdiction	-	-	 	3					7	1			1	11	22
Other		+	1	-	1					'			I	11	23
Toll Resellers					1	2		-	1						
	2	5	-	45	 	2	3	9	49						3
TOTALS Field Investigations - 3		Meetings He		1		2	3		49	1		8	6	88	596



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SECRETARY

SUSAN D. PARKER, PhD, ASSOCIATE COMMISSIONER

December 23, 2009

MEMORANDUM

TO:

President Lucy Baxley

Commissioner Jan Cook

Commissioner Susan D. Parker

FROM:

Janice M. Hamilton, Director

Energy Division

SUBJECT:

Agenda - January 5, 2010 Commission Meeting

The Energy Division will present the following items at the January 5, 2010 Commission Meeting

NATURAL GAS

ALABAMA GAS CORPORATION

Docket

18046

Division Report on Rate RSE as of November 30, 2009

and

18328

MOBILE GAS SERVICE CORPORATION

Docket

28101

Division Report on Rate RSE as of November 30, 2009

ENERGY DIVISION AGENDA January 5, 2010 Commission Meeting December 23, 2009 PAGE #2

ELECTRICITY

ALABAMA POWER COMPANY

Docket 18117 Division Report on Rate RSE and Rate ECR as of November 30, 2009

and 18416;

18148

Docket U-4954 Request for Approval of Proposed Accounting Authorization Related to

Plant Miller UPS Capacity

Recommendation: Approval



ALABAMA PUBLIC SERVICE COMMISSION P.O. BOX 304260 MONTGOMERY, ALABAMA 36130-4260

December 22, 2009

LUCY BAXLEY, PRESIDENT
JAN COOK, ASSOCIATE COMMISSIONER
SUSAN D. PARKER, PHD, ASSOCIATE COMMISSIONER

WALTER L. THOMAS, JR.
SECRETARY

MEMORANDUM

To:

President Lucy Baxley

Commissioner Jan Cook

Commissioner Susan D. Parker

Through:

Janice M. Hamilton, Director

Energy Division

From:

Robert E. Reed, Manager

Natural Gas Section

Subject:

Division Report on Rate RSE for Alabama Gas Corporation as of November 30, 2009

As part of the Division's monitoring function, the staff has developed the return on average common equity for Alabama Gas Corporation for the twelve months ending November 30, 2009.

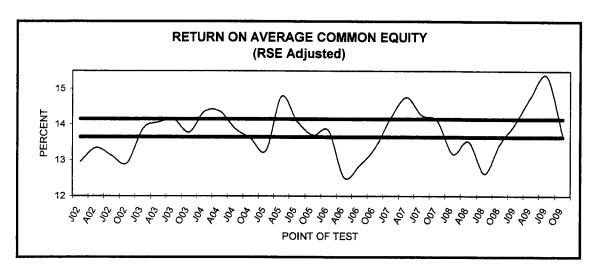
Based on preliminary figures, the return on average common equity for financial reporting purposes for the twelve months ending November 30, 2009, is 13.6 percent. When club dues, donations, and lobbying expenses are added, the RSE return is 13.7 percent.

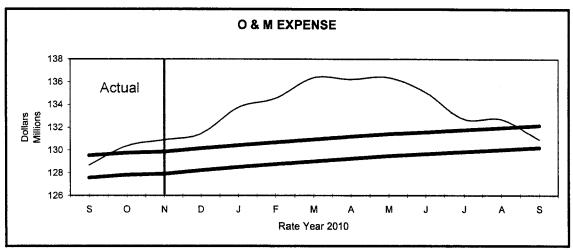
Return on Equity at November 2009						
	Financial	RSE				
Average Common Equity	\$324,187,845	\$324,187,845				
Net Income	\$44,044,303	\$44,044,303				
Net Expense Adjustment		\$290,454				
RSE Net Income		\$44,334,757				
RSE Return on Common Equity	13.59%	13.68%				

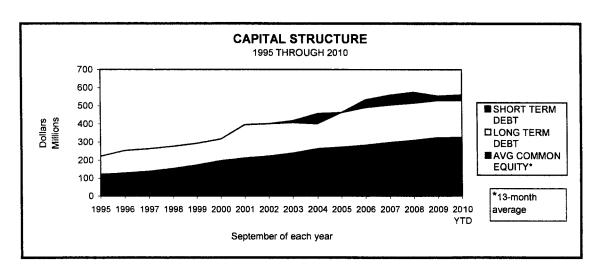
Attachment:

ALABAMA GAS CORPORATION

November 2009









ALABAMA PUBLIC SERVICE COMMISSION P.O. BOX 304260 MONTGOMERY, ALABAMA 36130-4260

December 22, 2009

LUCY BAXLEY, PRESIDENT
JAN COOK, ASSOCIATE COMMISSIONER
SUSAN D. PARKER, PHD, ASSOCIATE COMMISSIONER

WALTER L. THOMAS, JR. SECRETARY

MEMORANDUM

To:

President Lucy Baxley

Commissioner Jan Cook

Commissioner Susan D. Parker

Through:

Janice M. Hamilton, Director

Energy Division

From:

Robert E. Reed, Manager

Natural Gas Section

Subject:

Division Report on Rate RSE for Mobile Gas Service Corporation as of November 30,

2009

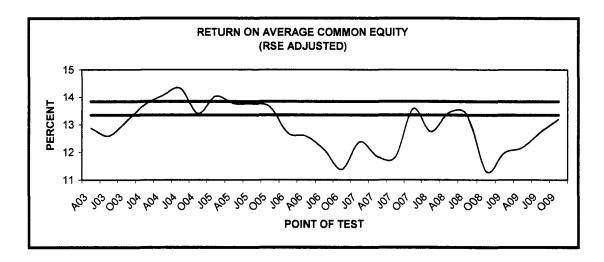
As part of the Division's monitoring function, the staff has developed the return on average common equity for Mobile Gas Service Corporation for the twelve months ending November 30, 2009.

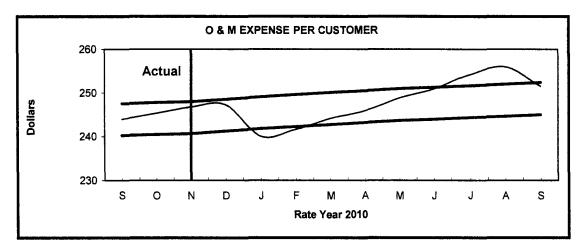
Based on preliminary figures, the return on average common equity for financial reporting purposes for the twelve months ending November 30, 2009, is 12.7 percent. When club dues, donations, and lobbying expenses are added, the RSE return is 12.9 percent.

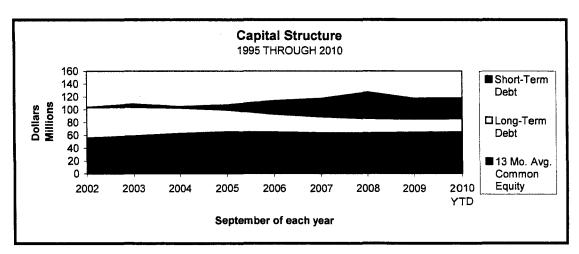
Return on Equity at November 2009							
	Financial	RSE					
Average Common Equity	\$64,775,383	\$64,775,383					
Net Income	\$8,216,174	\$8,216,174					
Net Expense Adjustment		\$125,968					
RSE Net Income		\$8,342,142					
RSE Return on Common Equity	12.68%	12.88%					

MOBILE GAS SERVICE CORPORATION

November 2009









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WALTER L. THOMAS, JR. SECRETARY

MEMORANDUM

TO:

President Lucy Baxley

Commissioner Jan Cook

Commissioner Susan D. Parker

THROUGH:

Janice M. Hamilton, Director

Energy Division

FROM:

Bernard W. Givan, Manager

Electricity Section

SUBJECT:

Division Report on Rate RSE and Rate ECR for Alabama Power Company as of

November 30, 2009

The Energy Division performed the regular monthly examination of the books and records of Alabama Power Company. The financial highlights are presented in the tables below:

Rate RSE Forecast
12 Months Ending
DECEMBER 31, 2009
13.36%

Rate ECR Summary					
Recovery for	Balance as of				
NOVEMBER 2009	NOVEMBER 30, 2009				
\$44,431,206	\$161,115,801				
Over-Recovered	Over-Recovered				

The attached report, prepared for review by the Commission, presents the Energy Division's computations and determinations of the December 2009 Retail Return on Average Common Equity. In addition, the current and projected status pertaining to the accumulated Over and Under Recovery for Rate ECR is presented.

ENERGY DIVISION

Alabama Power Company Forecast of Retail Return on Average Common Equity For the 12 Months Ending December 31, 2009

Common Equity as of November 30, 2009		\$5,217,864,138
Add Budgeted Net Income: December 2009	\$5,927,000	
Add Budgeted Capital Contributions: December 2009	\$6,647,000	
Add Other Adjustments: December 2009	\$105,000	\$12,679,000
Deduct Budgeted Stock Dividends: December 2009	\$0	\$0
Projected Common Equity as of December 31, 2009		\$5,230,543,138
Projected Average Common Equity For the 12 Months Ending December 31, 2009		\$5,007,510,462
Projected Retail Investment Separation Factor		88.70%
Projected Average Retail Common Equity For the 12 Months Ending December 31, 2009		\$4,441,661,779
Projected Retail Net Income For the 12 Months Ending December 31, 2009		\$593,627,137
Projected Retail Return On Average Common Equity For the 12 Months Ending December 31, 2009		13.36%

The Common Equity as of November 30, 2009 (Actual) was adjusted using net income, payment of Common Stock and Preferred Stock dividends, Capital Contributions, and Other Adjustments from the Company's 2009 budget. The average common equity is a 12-month average using actual and budgeted data. The average retail common equity (RCE) was calculated using an estimated retail separation factor of 88.70%. The retail net income (RNI) for average common equity was calculated by using actual data for the eleven months ended November 30, 2009, and then adding a month of budget data for December 2009. The Other Adjustments added to projected common equity is the result of the Company adopting FASB Statement 123 (R), which requires the reporting of stock option expenses.

The Forecast is subject to change due to uncertainties associated with weather, customer usage patterns, and economic conditions across the state.

ENERGY DIVISION

Alabama Power Company Forecast of Energy Cost Recovery For the Period Ending December 31, 2009

		gy Cost MWH)	ECR Seasonal	Over/(Under) Recovery			
	Month	Months	Factor	Month	Cumulative		
JAN 08 Act	28.46	Ended 27.63	(\$/MWH) 29.472	(\$) (188,721)	(\$)		
FEB 08 Act	25.27	27.56	29.472	23,607,986	(280,053,856)		
MAR 08 Act	20.74	27.41	29.472		(256,445,869)		
APR 08 Act	22.45	27.41	29.472	34,208,587	(222,237,282)		
				29,229,360	(193,007,922)		
MAY 08 Act	24.11	26.79	29.472	12,325,990	(180,681,932)		
JUN 08 Act	36.34	27.59	33.418	(24,664,734)	(205,346,666)		
JUL 08 Act	37.78	28.72	33.418	(33,878,517)	(239,225,183)		
AUG 08 Act	37.80	28.92	33.418	(18,318,995)	(257,544,178)		
SEP 08 Act	43.80	30.51	33.418	(43,112,535)	(300,656,713)		
OCT 08 Act	37.79	31.10	37.866	(6,656,296)	(307,313,009)		
NOV 08 Act	41.92	32.16	37.866	(21,274,681)	(328,587,690)		
DEC 08 Act	33.40	32.80	37.866	22,954,887	(305,632,803)		
JAN 09 Act	32.14	33.13	37.866	17,588,864	(288,043,939)		
FEB 09 Act	29.23	33.48	37.866	46,249,431	(241,794,508)		
MAR 09 Act	23.72	33.80	37.866	52,791,864	(189,002,644)		
APR 09 Act	27.98	34.27	37.866	30,703,964	(158,298,681)		
MAY 09 Act	25.20	34.42	37.866	36,175,778	(122,122,904)		
JUN 09 Act	34.09	34.19	40.242	20,010,617	(102,112,288)		
JUL 09 Act	29.26	33.32	40.242	50,306,061	(51,806,227)		
AUG 09 Act	31.82	32.72	40.242	40,669,269	(11,136,958)		
SEP 09 Act	26.39	31.10	40.242	65,908,449	54,771,491		
OCT 09 Act	21.26	29.80	35.490	61,913,104	116,684,595		
NOV 09 Act	21.90	28.27	35.490	44,431,206	161,115,801		
DEC 09 Bud	37.67	28.72	35.490	(15,705,490)	145,410,311		

The estimates used in the above table are subject to change due to uncertainties associated with weather, customer usage patterns, and economic conditions across the state.

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SUSAN D. PARKER, PhD, ASSOCIATE COMMISSIONER

<u>MEMORANDUM</u>

DATE: December 16, 2009

TO: Commissioner Lucy Baxley

Commissioner Jan Cook

Commissioner Susan D. Parker

FROM: Darrell A.Baker

Telecommunications Division

SUBJ ECT: Agenda for January 5, 2010 Commission Meeting.

The following items will be presented to the Commission during the regular January 5, 2010 Commission Meeting.

INTERCONNECTION AGREEMENT (S)

Docket U-4950 <u>BELLSOUTH TELECOMMUNICATIONS, INC. d/b/a AT&T</u>

ALABAMA or AT&T SOUTHEAST and MCC TELEPHONY OF THE SOUTH, INC. d/b/a MEDIACOM COMMUNICATIONS -- Approval of

the Interconnection Agreement negotiated by BellSouth

Telecommunications, Inc. d/b/a AT&T Alabama and MCC Telephony of

the South, LLC pursuant to Sections 251 and 252 of the

Telecommunications Act of 1996.

Recommend Approval.

Docket U-4951 <u>BELLSOUTH TELECOMMUNICATIONS, INC. d/b/a AT&T</u>

ALABAMA or AT&T SOUTHEAST and BRYDELS

COMMUNICATIONS, LLC d/b/a GOLPE MAGNIFICO - TU

COMPANIA DE TELEFONOS -- Approval of the Interconnection

Agreement negotiated by BellSouth Telecommunications, Inc. d/b/a AT&T Alabama and Brydels Communications, LLC d/b/a Golpe Magnifico-Tu

Compania de Telefonos pursuant to Sections 251 and 252 of the

Telecommunications Act of 1996.

Recommend Approval.

Telecommunications Division Monthly Commission Meeting December 16, 2009 Page 2

Docket U-4953

BELLSOUTH TELECOMMUNICATIONS, INC. d/b/a AT&T
ALABAMA or AT&T SOUTHEAST and USCARRIER TELECOM, LLC
-- Approval of the Interconnection Agreement and Amendment negotiated
by BellSouth Telecommunications, Inc. d/b/a AT&T Alabama and
USCarrier Telecom, LLC pursuant to Sections 251 and 252 of the
Telecommunications Act of 1996.

Recommend Approval.

AMENDED INTERCONNECTION AGREEMENT (S)

Docket U-3833

BELLSOUTH TELECOMMUNICATIONS, INC. d/b/a AT&T ALABAMA or AT&T SOUTHEAST and MCIMETRO ACCESS TRANSMISSION SERVICES, LLC d/b/a VERIZON ACCESS TRANSMISSION SERVICES -- Approval of an Amendment to the Interconnection Agreement negotiated by BellSouth Telecommunications, Inc. d/b/a AT&T Alabama and MCImetro Access Transmission Services, LLC pursuant to Sections 251 and 252 of the Telecommunications Act of 1996.

Recommend Approval.

RESALE AGREEMENT (S)

Docket U-4949

CENTURYTEL OF ALABAMA, LLC d/b/a CENTURYLINK and METROPOLITAN TELECOMMUNICATIONS OF ALABAMA, INC. -- Approval of the Resale Agreement negotiated by CenturyTel of Alabama, LLC (CenturyLink) and Metropolitan Telecommunications of Alabama, Inc., dba METTEL pursuant to Sections 251 and 252 of the Telecommunications Act of 1996.

Recommend Approval.

Docket U-4952

CENTURYTEL OF ALABAMA, LLC d/b/a CENTURYLINK and MILLRY TELEPHONE COMPANY -- Approval of the Resale Agreement negotiated by CenturyTel of Alabama, LLC and Millry Telephone Company, LLC pursuant to Sections 251 and 252 of the Telecommunications Act of 1996.

Recommend Approval.

Telecommunications Division Monthly Commission Meeting December 16, 2009 Page 3

CANCELLATION/WITHDRAWAL (S)

Docket 29026 NOW COMMUNICATIONS INC d/b/a CLEARTEL

COMMUNICATIONS -- Cancels Certificate of Public Convenience and

Necessity and withdraws tariff.

Recommend Approval.

Docket 29605 IDS TELCOM CORP. d/b/a CLEARTEL COMMUNICATIONS -- Cancels

Certificate of Public Convenience and Necessity and withdraws Tariff.

Recommend Approval.

Docket U-4504 <u>GULF COAST TELECOM</u> -- Discontinues the provision of Customer

Owned Pay Telephone Service in the state of Alabama.

Recommend Approval.

MISCELLANEOUS

Docket 30934 ALL TELECOMMUNICATIONS COMPANIES -- Registration of

Third-Party Providers for Telecommunications Billings. Third-Party Providers and Billing Aggregators request approval of their registration with the Commission for purposes of including their charges on the

consumer bills of regulated telecommunications carriers.

Recommend Approval.

SUMMARY OF OTHER FILING (S)

D-6505 <u>NEUTRAL TANDEM-ALABAMA, LLC</u> -- Replaces the current Access Services Tariff in its entirety. Filed September 1, 2009, with a requested effective date of September 2, 2009.

D-6524 <u>CONSUMER TELCOM, INC.</u> -- Reduces the monthly recurring charge for Basic Residential Calling Card Service Plan I, and makes minor textual changes to correct various plan names. Filed November 5, 2009, with a requested effective date of November 11, 2009.

D-6525 <u>CONSUMER TELCOM, INC.</u> -- Introduces four new rate plans and clarifies subscriber procedures for disconnection of service. Filed October 26, 2009, with a requested effective date of November 2, 2009.

Telecommunications Division Monthly Commission Meeting December 16, 2009 Page 4

- D-6526 <u>DELTACOM, INC.</u> -- Eliminates charges for Secondary Service, Line Connection, Line/Account/Feature Change, and PIC Change. Reduces Volume Discount Percentages which results in an increase in rates for business customers. Filed November 24, 2009, with a requested effective date of December 1, 2009.
- D-6528 <u>BUSINESS TELECOM, INC. d/b/a BTI TELECOMMUNICATIONS</u>
 <u>SERVICES, INC.</u> -- Deletes Service Charges and Surcharges for Line
 Connection, Change Order, Record Change, and Presubscription Charges.
 Filed November 24, 2009, with a requested effective date of December 1, 2009.
- D-6529 <u>MON-CRE TELEPHONE COOPERATIVE, INC.</u> -- Deletes a requirement that business services changing to residential services obtain a new number. Filed December 10, 2009, with a requested effective date of December 24, 2009.



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SECRETARY

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SUSAN D. PARKER, PhD, ASSOCIATE COMMISSIONER

MEMORANDUM

DATE:

December 23, 2009

TO:

Commission President Lucy Baxley

Commissioner Jan Cook

Commissioner Susan D. Parker

Division Directors

FROM:

Legal Division

SUBJ ECT:

Meeting:

Agenda - January 5, 2010 Commission Meeting

The Legal Division will present the following at the January 5, 2010 Commission

DOCKET C-15708 (M) - Petition of John N. Houston, Jr., d/b/a Houston Trucking for reinstatement of Motor Carrier Certificate F2124 which was revoked due to Petitioner's failure to maintain proper proof of liability insurance coverage.

Recommend: Grant/Reinstatement

DOCKET C-15716 (M) - Petition of Outdoor Solutions, Inc., for reinstatement of Motor Carrier Certificate F3905 which was revoked due to Petitioner's failure to maintain proper proof of liability insurance coverage.

Recommend: Grant/Reinstatement

DOCKET C-15721

(M) - Petition of Riley Chestang Trucking for reinstatement of Motor Carrier Certificate F4018 which was revoked due to Petitioner's failure to maintain proper proof of cargo insurance coverage.

Recommend: Grant/Reinstatement

LEGAL DIVISION AGENDA January 5, 2010 Commission Meeting December 23, 2009 PAGE #2

DOCKET C-15729 (M) - Petition of Lloyd Thomas Guinn, d/b/a T & P Hauling for reinstatement of Motor Carrier Certificate F4263 which was revoked due to Petitioner's failure to maintain proper proof of liability insurance coverage.

Recommend: Grant/Reinstatement

DOCKET C-15696 (M) - Petition of Bonded Moving & Storage Co., Inc. for reinstatement of Motor Carrier Certificate 755 which was revoked due to Petitioner's failure to maintain proper proof of liability insurance coverage.

Recommend: Grant/Reinstatement

DOCKET C-15680 (M) - Petition of Wiregrass Courier Service, LLC for reinstatement of Motor Carrier Certificate F2898 which was revoked due to Petitioner's failure to maintain proper proof of liability and cargo insurance coverage.

Recommend: Grant/Reinstatement

DOCKET 31224

(M) - Motor Carrier Certificate F2420 was transferred to Maples Trucking, Inc. ("Maples") by Commission Order dated August 27, 2009. That Order also required Maples to file proof of liabilty and cargo insurance coverage and obtain registration numbers and properly identify its vehicles within 90 days of the effective date of the Order. The required filings have not been made.

Recommend: Cancellation on 30-days' notice

29852

DOCKET C-15755; (M) - Petition of Stephen Joe DeWeese, d/b/a S & G Trucking for cancellation of Motor Carrier Certificate F3365. Motor Carrier Certificate F3365 was revoked by Commission Order dated December 1, 2009, (Informal Docket C-15755) due to Petitioner's failure to maintain proper proof of cargo insurance coverage.

> **Recommend:** Reinstate Certificate F3365 for the sole purpose of cancelling in good standing/grant cancellation as requested

LEGAL DIVISION AGENDA January 5, 2010 Commission Meeting December 23, 2009 PAGE #3

DOCKET 31216

(M) - Alabama Public Service Commission v. A-1 Brick, Sand & Mortar, Inc., et al. Motor Carrier Annual Report Proceeding, Hearing held on September 30, 2009, for all motor carriers who failed to file Annual Reports for 2008 operations. Alternate Hearing held on November 17, 2009, for those carriers who failed to file Annual Reports for 2008 operations and/or appear at the September 30, 2009, hearing.

Recommend: Revocation of all carriers who failed to appear at Show Cause or Alternate Hearing; dismissal from proceeding of carriers who have now complied.

DOCKET C-15642

(G) - Petition of John Alan Carr, d/b/a Carr Trucking for reinstatement of Motor Carrier Certificate F2203 which was revoked due to Petitioner's failure to maintain proper proof of liability insurance coverage.

Recommend: Grant/Reinstatement

DOCKET C-15718 (G) - Petition of James A. Smith Transportation, Inc. for reinstatement of Motor Carrier Certificate F1057 which was revoked due to Petitioner's failure to maintain proper proof of cargo insurance coverage.

Recommend: Grant/Reinstatement

DOCKET C-15682 (G) - Petition of Pace Runners, Inc. for reinstatement of Motor Carrier Certificate F2863 which was revoked due to Petitioner's failure to maintain proper proof of cargo and liability insurance coverage.

Recommend: Grant/Reinstatement

DOCKET C-15438 (G) - Petition of Manuel E. Jones, d/b/a Jones Trucking for reinstatement of Motor Carrier Certificate F3156 which was revoked due to Petitioner's failure to maintain proper proof of liability insurance coverage.

Recommend: Grant/Reinstatement



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SUSAN D. PARKER, PhD, ASSOCIATE COMMISSIONER

MEMORANDUM

DATE:

December 30, 2009

TO:

Commission President Lucy Baxley

Commissioner Jan Cook

Commissioner Susan D. Parker

Division Directors

FROM:

Meeting:

Legal Division

SUBJ ECT:

Supplemental Agenda (1) - January 5, 2010 Commission Meeting

The Legal Division will present the following at the January 5, 2010 Commission

DOCKET 31294

(M) - Unopposed application to transfer Motor Carrier Certificate F767 FROM: Joseph C. McNair, Sr., d/b/a Jo-Mar Delivery Service, TO: B & D Logistics, Inc., d/b/a Jo-Mar Delivery Service.

Recommend: Approval

31276

DOCKET C-15732; (M) - Unopposed application to transfer Motor Carrier Certificate F1701 FROM: Roger E. Wilder, d/b/a R J Auto Transport ("R J"), TO: R J Auto Transport, Inc. (Docket 31276). Motor Carrier Certificate F1701 was revoked by Commission Order (Informal Docket C-15732) dated November 3, 2009, due to R J's failure to maintain proper proof of liabilty and cargo insurance coverage.

> Recommend: Vacate C-15732/Reinstate Certificate F1701 for the sole purpose of transferring Certificate F1701 in good standing/Approval of transfer application

LEGAL DIVISION AGENDA January 5, 2010 Commission Meeting December 30, 2009 PAGE #2

DOCKET 31253

(M) - Application of NextGen Communications, Inc. for approval of a Certificate of Public Convenience and Necessity to provide Facilities-based E911 Telecommunications Services in the State of Alabama. There was no intervention. A hearing was held on November 10, 2009, in which staff participated.

Recommend: Approval